

RESOLUTION NO. 12-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that Kimberly A. Ford, Esquire, is hereby named as one of the attorneys designated to represent the City Council in hearings related to employee disciplinary or grievance matters as provided in Sections 13 and 14 of the Personnel Policies and Procedures Manual of the City of Huntsville, as amended from time to time.

ADOPTED this the 3rd day of May, 2012.

President of the City Council
of the City of Huntsville,
Alabama

APPROVED this the 3rd day of May, 2012.

Mayor of the City of
Huntsville, Alabama

KIMBERLY A. FORD, Esq.
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Huntsville, Alabama 35806-6015

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kimberlyford1202@gmail.com

SUMMARY

PROFESSIONAL EXPERIENCE

DICK & MILLER, P.C. (formerly DICK RIGGS MILLER LLP), Huntsville, Alabama **2007 - Present**
Attorney (law clerk 2007-2008)

- Engages in client development, as well as provides a variety of legal services to individuals and small and mid-size businesses, focusing on government contracts; government, i.e. SBA, certifications; business/corporate law and transactions; entity formation and financing; employment law; estate planning; business succession planning, and real estate for a full service law firm.

CITY OF HUNTSVILLE, Huntsville, Alabama **2011 – Present**
Substitute Municipal Court Judge (Part-Time)

- Appointed to hear cases regarding auto and traffic violations, criminal misdemeanors, municipal ordinance violations, enforcement or regulation violations under the City Ordinances

FORDUMAS LLC, Huntsville, Alabama **2010 – Present**
President/CEO

- Provides consulting services, as well as legal and business support to defense contractors, commercial businesses and educational institutions regarding various matters, e.g. business development; intellectual property; facility clearances; grants & financing; government, i.e. SBA, certification package preparation; business succession strategies; group benefits; and planned giving strategies.

STRAYER UNIVERSITY, Huntsville, Alabama **2009 - Present**
Adjunct Instructor

- Conducts undergraduate and graduate level lectures and presentations regarding business and legal related topics; courses taught include: *Legal Ethics and Corporate Governance* (graduate level), *Government Contracts Law* (graduate level), *Business Employment Law for Human Resources Management* (graduate level) and *Business Law* (undergraduate level); obtained certification as an On-Line Instructor (2010).

GRACE I. GARDINER & ASSOCIATES, Knoxville, Tennessee
Law Clerk, Part-Time, January 2007–April 2007

- Conducted legal research and prepared documents and legal memoranda regarding a variety of issues for a small, general practice law firm.

SHUMACKER WITT GAITHER & WHITAKER, P.C., Chattanooga, Tennessee
Summer Associate May 2006-July 2006

- Conducted legal research necessary to analyze the factual and legal issues presented in cases; and interviewed clients; and attended depositions and hearings; and prepared answers, motions and other pleadings; and prepared briefs and other legal memoranda regarding a variety of issues in preparation of litigation for a 50 attorney law firm.

**TENNESSEE DEPARTMENT OF COMMERCE & INSURANCE, OFFICE OF LEGAL COUNSEL,
SECURITIES & CONSUMER AFFAIRS DIVISIONS, Nashville, Tennessee**

Legal Intern, Summer 2005

- Conducted legal research and drafted orders, motions, subpoenas, and memoranda relating to securities industry regulation; and received FBI Witness Interview Training; also attended hearings and meetings regarding securities offerings and enforcement actions.

NEW YORK LIFE INSURANCE COMPANY/NYLIFE SECURITIES, INC., Huntsville, Alabama

Financial Services Professional, August 1997-December 2005

- Engaged in Client Development and related sales activities; conducted client interviews and assisted them in the development and implementation of financial strategies for business continuation and estate planning through insurance and other financial products. Earned numerous sales awards, including, but not limited to the following: New York Life (NYL) New Agent of the Year, Huntsville Office, 1998, 1999; Executive Council Member, 1998; Life All-Star Agent, 1998; Life Eagle Award, 1999; Quality Council Member, 2000; Long-Term Care Bronze Award, 2002; National Quality Award, 2003; and a member of the National Association of Insurance and Financial Advisors (NAIFA).

ALABAMA A&M UNIVERSITY, Huntsville, Alabama

Graduate Assistant, Part-Time Chemistry Instructor, February 1995 - May 1997

- Conducted lectures and demonstrations on the methods, procedures, and applications in performing scientific experiments for general chemistry laboratory classes.

RE/MAX Huntsville, Huntsville, Alabama

Real Estate Assistant, August 1994-February 1997

- Coordinated office management, marketing and public relations through television and print mediums.

NASA/MARSHALL SPACE FLIGHT CENTER, Huntsville, Alabama

Intern, Women in Science & Engineering (WISE) Scholar, Summers 1991-1993

- Assisted scientists and engineers with the implementation of research projects, oral presentations, and written reports.

EDUCATION

THE UNIVERSITY OF TENNESSEE COLLEGE OF LAW, Knoxville, Tennessee

Doctorate of Jurisprudence, May 2007

Concentration - Business Transactions

- Research Assistant, Professor Joan Heminway (editor and contributing author), *Martha Stewart's Legal Troubles* (Carolina Academic Press, Dec. 30, 2006)
- Student Attorney, Business Law Clinic, January 2007 – May 2007
- Research Assistant, Spring 2006 - *Tennessee Journal of Law & Policy*
- Certificate for Academic Excellence, Women & the Law, Spring 2006
- Roy B.J. Campbelle Award, Black Law Student Association, April 2007
- Student Bar Association: President '06-'07, Vice-President '05-'06, 1L Representative '04-'05
- Black Law Student Association: Parliamentarian '05-'06; Sports & Entertainment Law Society: Vice-President '05-'06; Business & Tax Law Association; Speaker Series
- UT College of Law Class Gift Council, 2007: Co-Chair; UT Outstanding Professor Awards Committee, 2007; UT College of Law Assistant Director of Development Search Committee, 2007
- American Intellectual Property Law Association; American Inns of Court, Hamilton Burnett Chapter; The University of Tennessee Alumni Association

ALABAMA A&M UNIVERSITY, Huntsville, Alabama

Master of Business Administration, July 1996 **Concentration-- Management**

- Alabama A&M University Alumni Association, Huntsville Progressive Chapter

SPELMAN COLLEGE, Atlanta, Georgia

Bachelor of Science, May 1994

Major- Chemistry

- Marshall Space Flight Center/NASA Women in Science and Engineering (WISE) Scholar
- National Alumnae Association of Spelman College, Huntsville Area Chapter

THE AMERICAN COLLEGE, Bryn Mawr, Pennsylvania

Life Underwriters Training Council Fellow (LUTCF), May 2000

THE NATIONAL ASSOCIATION OF SECURITIES DEALERS

Series 6, Series 63; December 1997 to December 2005

LICENSURE AND PROFESSIONAL AFFILIATIONS

Admitted to:

Alabama State Bar, 2008

Tennessee State Bar, 2008

United States Court of Federal Claims, 2008

United States District Court for the Northern District of Alabama, 2008

Member of:

Huntsville/ Madison County Bar Association: Membership Committee, Chair; Appointed to Executive Committee, 2011-2012

Alabama Bar Association

Alabama Lawyer's Association

Tennessee Bar Association

National Bar Association: Appointed to National Bar Association Magazine Committee, 2011-2012

Federal Bar Association

Other Licensure:

Insurance Producer/Broker – Alabama Department of Insurance

PRESENTATIONS

The Community Foundation of Huntsville, 2011 Summit on Philanthropy, Panelist – Topic: "Where Can I Turn for Help? The Role of Professional Advisors," November 10, 2011.

Women's Business Center of North Alabama (WBCNA) Workshop, Panelist – Topic: "Roadmap to Success Government Contracting & Moving Forward and Winning Contracts," October 26, 2011.

Women's Business Center of North Alabama (WBCNA) Workshop, Presenter – Topic: "Women Owned Small Business (WOSB) Program – Legal Ramifications of WOSB/edWOSB Program," January 26, 2011.

Women's Business Center of North Alabama (WBCNA) Workshop, Presenter – Topic: "How To Start a Small Business, Step By Step – Entity Formation," August 25, 2009; November 13, 2009.

North Alabama Society of Human Resources Management (NASHRM),
Panelist – Topic: "Becoming a Champion for Workplace Diversity," October 13, 2009.

COMMUNITY LEADERSHIP AND INVOLVEMENT

2011 Contender for Young Professional of the Year, Huntsville-Madison County Chamber of Commerce
Women's Business Center of North Alabama, Board Member (2008 - present), Immediate Past Chair, 2011; Chair, 2010; Secretary, 2009

Huntsville Ice Skating Complex Board of Control, Board Member (Mayoral appointment with City Council approval) (2008- present)

Burritt Museum Advisory Council (2009-2010)

Burritt Memorial Committee, Board Member (City Council approval) (2010-present)

Leadership Huntsville/ Madison County - Connect Class 9, 2009; Impact Class 3, 2011

Alabama Leadership Initiative, 2009

The Huntsville Committee of 100, Member (2009 - present)

The Community Foundation, Professional Advisory Committee, 2011

Women's Economic Development Council (WEDC), Member (2008 - present), Leadership Training Committee, Co-Chair, 2011

WEDC Foundation, Board Member (2009 – present)

WEDC Foundation, Women Honoring Women Fundraiser Event Committee, 2008, 2009

Women in Defense, Member (2008 – present)

Huntsville/ Madison Co. Chamber of Commerce Small Business Awards Committee, 2008

The Links, Incorporated, Greater Huntsville Chapter; Charter Member; Vice President, 2010-11;
Financial Secretary, 2003-05; Archivist, 1997-99

Alpha Kappa Alpha Sorority, Incorporated, Epsilon Gamma Omega Chapter

References are available upon request.